
Advanced Professional Dev for Inclusive Education Long Course (UEA)

Date	Time	Venue	Reference
Autumn 2007	Various	University of East Anglia	ENWB7/A

Course Context/Audience:

This long course 'Developing Inclusive Practice: the Role of the SENCO', provided by the University of East Anglia, is suitable for practising primary or secondary teachers employed by Norfolk County Council on a full-time basis. It is designed for SENCOs, although it will be useful for other staff. Successful completion will qualify you for a Post-graduate Certificate.

The course will run between autumn 2007 and summer 2008, and will involve attendance at the UEA on ten twilight and five whole-day sessions, dates to be advised.

Objectives:

There is an expectation that schools and candidates agreeing to be funded for an Advanced Professional Qualification will complete the course once it has started.

Places are limited to one per school and those schools not previously represented on the course will be given priority. To apply for funding please complete and return an Advisory Services' booking form. For further details please contact Michelle Steel.

If you are selected for funding you will need to complete the UEA application form and send it to the UEA.

Further details will be forwarded to you, if you are accepted for funding, as soon as they become available. Schools that attend are provided with £500 for supply cover and expenses.

Course Leader/s: Barbarba Zamorski

Phase: All schools

Fee: No Fee

How to book:

To apply for a place on this activity please visit our website at:

<http://advisoryservice.norfolk.gov.uk>

or

complete a booking form and return it to:

Michelle Steel

Children's Services

Norfolk Advisory Service

Professional Development Centre

Woodside Road

Norwich, NR7 9QL

Telephone: 01603 433276 Fax: 01603 700236

Email: michelle.steel@norfolk.gov.uk



every child matters
a brighter future for Norfolk's young people



PROFESSIONAL LEARNING AND DEVELOPMENT BLOCK BOOKING FORM

FSP - Foundation Stage Practitioners eg teachers and assistants

LSA - Leading Support Assistant/Classroom Assistant/Teaching Assistant. etc.

***SMT - Senior Management Team**

*** High schools only - please indicate whether applicant is either a Head of Dept. (HoD), Deputy Headteacher (DHT) or Senior Teacher (ST).**



Address:

Tel (inc STD code):_____ **Date:**_____ **School DfES No. (926):**_____

Please note that in accordance with the requirements of the Data Protection Act you may request, by ticking the box, that the delegate(s) entered above is/are not named in the lists of delegates available from the website at <http://advisoryservice.norfolk.gov.uk> ☐

Booking(s) authorised by:..... **Signature:**..... **Title:**.....

Confirmation: Confirmation of booking acceptance will be made to the named delegate in each school.

Cancellation/Refunds: for cancellations made by the school/establishment more than 28 working days to the course date, a £15 administration fee will be levied per person. Additional cancellation fees maybe incurred dependent upon circumstances. The full fee will be charged for cancellations made within 28 working days of the course date. Subsidised courses will incur a £15 administration fee if cancelled within 5 days of the course date.

In exceptional circumstances, and at the discretion of the Advisory Services or should the Advisory Services cancel the course, either the fee paid will be refunded in total, or the course or an alternative service will be rescheduled for a mutually convenient date. **Return to: Admin Assistant (PLD), Children's Services, Norfolk Advisory Services, Professional Development Centre, Woodside Road, Norwich, NR7 9QL. Tel: 01603 433276 Fax: 01603 700236**

January 2007

IN-SERVICE TRAINING - BLOCK BOOKING FORM

School use:

Supply cost _____

Travel _____

Subsistence _____

Activity Ref No:	It is our policy to ensure that we provide access for all people. Meat and vegetarian meals come as standard, If you have any other special requirements of any kind, e.g. the Hearing Loop facility, please state below, so that we can try to help you.

We would welcome your comments and suggestions on the strengths and weaknesses of this Opportunities for Professional Learning and Development programme:

Thank you

January 2007